



Tehama eLearning Academy
GOVERNANCE COMMITTEE MEETING
 Meeting Minutes
Thursday, October 11, 2018

The meeting of the Tehama eLearning Academy Governance Committee was held on the above date. In addition to the Committee members: Lourie Larcade, Katelyn Lynch, Michelle Barnard were in attendance.

Call to Order	OCTOBER 11, 2018 Karin Matray called the meeting to order at 3:40
2. Roll Call	Present: Karin Matray, Linda Houchins, Lourdes Knowles, Lorna Manuel
3. Consent Agenda 3.1 Approval of Agenda 3.2 Governance Committee Minutes from August 16, 2018	3.1 Lorna Manuel moved to approve the consent agenda which includes the governance minutes from 08/16/2018, Linda Houchins seconded, all others in attendance approved.
4. Audience with Groups and/or Individuals to Speak	None.
5. Administrator Report	Michelle detailed the administrator report, and noted how TeLA has had a number of trainings and drills so far, with more planned. - Trauma on the Brain, with Cynthia Cook, Michelle went to NTISC Oct 1-2, Katelyn went to the Aeries Conference Oct 8-9. Our Admin Asst II position closed and we will shortly be interviewing. We have 70 A-G compliant courses Michelle also addressed that chronic absenteeism is a goal for improvement this year, and that we will be having attendance incentives monthly for students who do not need to get their calendars signed, and then we will be sending Raphael to monthly home visits to get calendars signed.
6. New Business 6.1 Approval of TeLA Curriculum 6.2 Work Experience Education Program 6.3 2018/19 Budget Adoption 6.4 Safety Committee Report 6.5 New Office Manager 6.6 Assessment Data 6.7 Advertising at the Prime Cinemas	6.1 Linda Houchins moved to approve the 2018/19 curriculum, Lourdes Knowles seconded, all others in attendance approved. 6.2 Michelle explained that she has not yet used the work experience course, but is required to resubmit every 3 years for approval. She explained that Megan is going to be teaching the course and we plan to use it in 'generally' and that the experience/class will apply to the elective credits for up to 40 credits. Karin Matray asked about workplace options and environment, Michelle explained that we planned on using Serff, State Preschool, and will also be looking into

	<p>partnerships with local businesses. Karin then asked about attendance, and Michelle responded that work hours translates to credits. Lorna asked about grading, and Michelle confirmed that the teacher meets with the supervisor twice a semester and also has provided the employer with the rubric. Linda Houchins moved to accept, Lorna Manuel seconded, all others in attendance approved.</p> <p>6.3 Michelle just noted that the budget was adopted at a previous meeting but an approval letter was received.</p> <p>6.4 Michelle explained that most of the training at the safety committee was about ALICE training, Michelle reviewed the notes from our staff meeting and noted that we are having a parent meeting on 10/22/2018 re: ALICE. Michelle noted that Staff will start ALICE training on 11/01/2018.</p> <p>6.5 Michelle announce Katelyn Lynch has been hired as Office Manager.</p> <p>6.6 Michelle went over assessment data for iready and detailed the improvements that were made.</p> <p>6.7 Michelle went over the movie theater advertisement and explained that the pricing for the ad is comparable to what we have been paying for the whole year in the North State Parent magazine advertising. She noted that we have reduced our budget for North State Parent to accomodate for the the cinema advertising so that we do not end up spending any more money.</p>
<p>7. Old Business 7.1 WASC/LCAP Update 7.2 Building Plan Update</p>	<p>7.1 Michelle detailed LCAP and WASC updates.</p> <p>7.2 Michelle explained that the staff have reviewed the building plans and the Architect added 200 Sq. Ft.</p> <p>Karin confirmed 12/2019 as completion date and that this is currently ast city approval for utilities. Linda noted that RB Elementary may have to change their bus stop.</p>
<p>8.0 Governing Committee Discussion</p>	<p>Lourdes asked that if she is graduating early, if she would still be allowed to serve on the committee. It was determined that as she will not be considered a student representative at that point, that the December meeting will be Lourdes' last meeting.</p> <p>Michelle gave an update on the partnership with the Job Training Center, and that by using the AEBG grant we can provide summer paid internships to any student over 18 in the community, but that we are targeting TeLA and Adult Ed students.</p> <p>Michelle brought up that there is a CA Charter Schools Development Center (CSDC) Conference is in San Francisco December 10th and 11th, Michelle thought it may be beneficial to have someone from our Governance Committee go.</p>
<p>8.0 Adjournment :</p>	<p>There being no further business the meeting was adjourned at 4:47pm</p>
<p>Next Meeting : December 13, 2018</p>	